

April 6, 2004

<div>Agenda</div>		April 6, 2004 10:30 AM – 12:30 PM	
		Sacramento Area Council of Governments 1415 L Street, Suite 300 Sacramento, CA 95814-3963	
		Jason Crow (916) 340-6219	
	Meeting called by: Rachel Falsetti Facilitator: Cathy Gomes Recorder/Time Keeper: Abhijit Bagde		
	Agenda topics		
Item	Description	Time	Presenter
1	Topics/Agenda/Introductions	10:30	C. Gomes
2	Ground Rules	10:35	C. Gomes
3	Announcements / Approval of the 02/19/04 CFPG meeting minutes.	10:40	All
4	Follow-Up Items from last meeting: 1. Check with HQ-Local Assist. to check if grouped Project Listing can be provided in excel format <div>April 6, 2004.</div> 2. Review comments on summary “Grouped Projects And Minor Change Guidelines” and “Communication Process for State Managed Grouped Project Listing to CT-FTIP <div>Feb. 27, 2004</div> 3. Review comments on the Financial Planning Guidelines to CT-FTIP <div>March 5, 2004</div> 4. Meeting with Annual Listing Task Force to discuss Letter to FHWA regarding obtaining annual obligation Information <div>April 6, 2004</div> 5. Create new fund in CTIPS for STP Earmark <div>Feb. 20, 2004</div> 6. Support cost in CTIPS <div>April 6, 2004</div>	10:45	CT-FTIP All All SCAG CT-FTIP CT-FTIP
7	Grouped projects and minor changes.	10:55	Taskforce
8	Financial Constraint of the FSTIP - updates	11:00	All

	Apportionment carryover in the 2004 FTIP	11:05	A. Bagde
	CMAQ and RSTP estimates	11:20	A. Bagde
16	Open Forum & Next meeting date and location 2004 CFPG Meetings May 18, 2004 FHWA June 29, 2004 MTC	12:25	All

	X		Name	Agency	Email	Telephone
1		N	John Asuncion	SBCAG	jasuncion@sbcag.org	(805)961-8915
2		N	Muhaned Aljabiry	CT-HQ	Muhaned_aljabiry@dot.ca.gov	(916)654-3521
3	X	P	Abhijit Bagde	CT-HQ	abhijit_bagde@dot.ca.gov	(916)654-3638
4		P	Alex Smith	FTA	Alex.smith@fta.dot.gov	(415)744-2599
5	X	P	Cathy Gomes	CT-HQ	Cathy.Gomes@dot.ca.gov	(916)654-3271
6	X	P	Consuelo Medina	CT-D10	Consuelo.Medina@dot.ca.gov	(209)948-3975
7	X	P	Jason Crow	SACOG	Jcrow@sacog.org	(916)340-6219
8	X	P	Marc Reynolds	TRPA	mreynolds@trpa.org	(775)588-4547 ext. 302
9	X	P	Raymond Odunlami	MTC	rodunlami@mtc.ca.gov	(510)464-7717
10		P	Richard Murphy	SLOCOG		
11	X	P	Susan Wilson	CT-D3	susan.wilson@dot.ca.gov	(916)274-0639
12		P	Wade Hobbs	FHWA	wade.hobbs@fhwa.dot.gov	(916)498-5027
13		T	Dan Little	Shasta	dlittle@co.shasta.ca.us	(530)245-6819
14		T	Don Doult	CT-D 2	Don.Doult@dot.ca.gov	(530)225-3574
15		T	Ken Lobeck	RCTC	KLobeck@rctc.org	(909) 787-7141
16		T	Laura Fields	CT-D1	lfields@dot.ca.gov	(707)445-6358
17		T	Mac Cavalli	CT-D6	Mcavalli@dot.ca.gov	(559)445-5285
18	X	T	Paul Fagan	CT-D8	Paul_Fagan@dot.ca.gov	(909)388-7016
19	X	T	Rick Ballantyne	COFCG	rickb@fresnocog.org	(559)233-4148
20		T	Rosemary Ayala	SCAG	AYALA@scag.ca.gov	(213)236-1927
21		T	Sue Hall	SLOCOG	Shall@slocog.org	(805)781-4255
22		T	Sue Hays	CT-D8	Sue_Hays@dot.ca.gov	(909)383-7589
23		T	Tammie Baumgarten	CT-D 11	Tammie.Baumgarten@dot.ca.gov	(619)688-3152
24		T	Ted M. Matley	FTA	Ted.Matley@fta.dot.gov	(415)744-2590
25	X	T	Ted Smalley	TCAG	TSmalley@co.tulare.ca.us	(559)733-6653 ext. 4888
26		T	Terri King	KCAG	TKing@co.kings.ca.us	(559)582-3211 ext. 2678
27	X	T	Todd Muck	AMBAG	tmuck@ambag.org	(831)883-3750
28		T1	Nancy Wickersham	CT-D5	Nancy_Wickersham@dot.ca.gov	(805)549-3146
29	X	T1	Sharon Fasulo	CT-D5	Sharon.Fasulo@dot.ca.gov	(805) 549-3319
30		T2	Diane Nguyen	SJCOG	Dnguyen@sjcog.org	(209)468-3913
31	X	T2	Scott Butler	SJCOG	Sbutler@sjcog.org	(209)468-3913
32			Bob Lowrie	CT-D 11	Bob.lowrie@dot.ca.gov	(619)688-6784
33			Bob Stone	MCTC	bob@maderactc.org	(559)675-0721
34			Bob Swensen	CT-HQ	Bob.swensen@dot.ca.gov	(916)654-4366
35			Bruce Abanathie	STANCOG	BABANATHIE@Stancog.org	209)558-7830
36			Chan Kuoch	CT-D7	Chan.Kuoch@dot.ca.gov	(213)897-2781
37			Cornelius N Harris Jr.	STANCOG	charris@stancog.org	(209)558-4864
38			Donna Turchie	FTA	Donna.Turchie@fta.dot.gov	(415)744-2737
39			Doug Nguyen	CT-HQ	Dung.Nguyen@dot.ca.gov	(916)654-4843
40			Eddie Wendt	TCAG	Ewendt@co.tulare.ca.us	(559)733-6653
41	X	P	Gwendolyn Denny	CT-D 11	gwendolyn_denny@dot.ca.gov	(858)616-6526
42			Hymie Luden	FTA	Hymie.luden@fta.dot.gov	(415)744-2732
43	X	P	Ivan Garcia	BCAG	igarcia@bcag.org	(530)879-2468
44			Jean Mazur	FHWA	Jean.mazur@fhwa.dot.gov	(916)498-5732
45			Jerome Wiggins	FTA	Jerome.wiggins@fta.dot.gov	(415)744-2819
46			Joseph Stramaglia	KCOG	jstramaglia@kerncog.org	(661)861-2191
47			Leigh Levine	FHWA	Leigh.levine@fhwa.dot.gov	(916)498-5034
48			Lisa Poe	SANBAG	LPoe@sanbag.ca.gov	(909) 884-8276 ext.156
49			Lorraine Lerman	FTA	lorraine.lerman@fta.dot.gov	(415)744-2735
50			Mayela Sosa	FHWA	Mayela.Sosa@fhwa.dot.gov	(916)498-5022
51			Nicole Gorman	SJCOG	Ngorman@sjcog.org	

52			Olin Woods	SACOG	owoods@sacog.org	(916)340-6220
53			Patricia Taylor-Maley	MCTC	patricia@maderactc.org	(559) 675-0721
54			Paul Page	FTA	paul.page@fta.dot.gov	(415)744-2734
55			Rachel Falsetti	CT-HQ	Rachel.falsetti@dot.ca.gov	(916)654-2983
56	X	P	Raquel Carabajal	KCOG	rcarabajal@kerncog.org	(661)861-2191
57			Ray Sukys	FTA	Ray.sukys@fta.dot.gov	(415)744-2802
58			Ross McKeown	MTC	rmckeown@mtc.ca.gov	(510)464-7842
59	X	T	Sarah Chesebro	CT-D5	Sarah_chesebro@dot.ca.gov	(805)549-3640
60			Scott Sauer	CT-D3	Scott.sauer@dot.ca.gov	(916)274-0612
61			Shannon MlCoch	CT-HQ	Shannon_Mlcoch@dot.ca.gov	(916)653-6750
62			Shaun Ng	CT-HQ	Shaun.Ng@dot.ca.gov	(916)654-4221
63			Shirley Medina	RCTC	SMEDINA@rctc.org	
64			Sima Memari	CT-D4	Sima_Memari@dot.ca.gov	(510)286-5762
65	X	P	Sookyung Kim	SANDAG	ski@sandag.org	(619)595-5350
66	X	P	Sue Kiser	FHWA	Sue.Kiser@fhwa.ca.gov	(916)498-5009
67	X	T	Terri Lewis	MCAG	terri@mcag.cog.ca.us	(209)723-3153 ext. 307
68			Vince Angelino	STANCOG	Vangelino@stancog.org	(209)558-4867
69	X	T	Gary Vettese	CT-D11		
70						

CALIFORNIA FEDERAL PROGRAMMING GROUP (CFPG)
MEETING MINUTES – April 6, 2004

The CFPG meeting was held at the SACOG Conference Room, Sacramento, from 10:30 to 11:30.

1. Topics/Agenda/Introductions:

Meeting started with self-introduction of attendees and review of the agenda items.

2. Ground Rules:

Cathy Gomes went over the following ground rules for the meeting,

- Since there are phone participants, everyone who speaks should state his/her name and agency.
- Keep comments as brief as possible
- Stick to the current agenda item. Additional items not in the agenda will be added to the end and will be discussed if time permits.
- Turn off cell phones and limit interruptions
- This is a forum to hear everyone's concerns comments and suggestions. Please make sure your voice is heard.
- Facilitator to ask before moving on to the next item if anyone on the phone has any additional comments on the item, then pause for a few seconds.
- Respond to follow up items and meeting notices by the deadlines.
- Except for follow up items, the minutes will include discussions that take place during the meeting only. If you do not want what you say during the meeting included in the minutes, state "off the record".
- When not speaking, phone participants to keep their phones on mute if possible.

3. Announcements/Approval of the 02/19/04 CFPG meeting minutes:

No announcements were made. Meeting minutes for February 19, 2004 CFPG meeting were approved without comments or changes.

4. Follow-up items from last meeting:

- (A) Can "Grouped Project Listing" be provided in Excel format by Local Assistance? No, the information is not available in Excel.
- (B) Reviewed comments on summary "Grouped Projects and Minor Change Guidelines" and "Communication Process for State Managed Grouped Project Listing".
- (C) Review comments on Financial Planning Guidelines. The final Financial Planning Guidelines and associated comments were distributed April 5, 2004, via email from Cathy Gomes.
- (D) Meeting with Annual Listing Task Force to discuss 2004 letter to FHWA regarding obtaining annual obligation information. Per Rosemary Ayala, this item is deferred to the next meeting.
- (E) Create new fund in CTIPs for STP earmark. This item is complete.
- (F) Support costs in CTIPs. Defer to next meeting.

5. Programming TEA projects (Handout 1):

Abhijit informed the group that a new fund has been created in CTIPs to program TEA projects as the TEA program is now administered under STIP. He also reminded this fund type is for the federal funds and matching funds should to be programmed. "Placeholders" are not permitted in the FSTIP; however, "grouped listings" are OK. Grouped listings must have specific projects identified. Depending upon available information (after CTC action) at the time of programming, it may be necessary to amend TEA projects into the FSTIP when appropriate. Estimated funding may be

included in the financial constraint component. Both the Caltrans TEA Coordinator and the MPO are responsible for maintaining a group list of TEA projects.

Follow-up: Abhijit will clarify who initiates TEA changes.

6. Grouped projects and minor changes:

Sue Kiser told the group that FHWA met with FTA's Planning Director and are in agreement that the Federal and State governments will enter into an MOU to identify revised criteria for Administrative Amendments and it will also include reference to the guidelines developed by the Task Force. She also stated that any proposed changes to the guidelines shall be addressed to Caltrans, and Caltrans with consultation with FHWA and FTA will make the necessary changes to the guidelines. A draft draft MOU will be distributed to the CFPG members shortly.

Follow-up: Distribute DRAFT MOU when available.

7. Financial constraint of FSTIP - updates:

Abhijit stated that only MTC has demonstrated financial constraint of their 2002 FTIP. Per Sue Kiser, the expectation is that the financial plan should be flexible enough to accommodate Administrative Amendments. Planning regulations, CFR 23, part 450, Metropolitan TIP project selection procedures, provide flexibility to advance projects within current triennial period of the FTIP and an Administrative Amendment is not absolutely required.

8. Apportionment carryover in the 2004 FTIP:

Sue Kiser discussed programming of carryover apportionments. MPOs should program 2004 FTIP based on the 2004 Fund Estimate levels. Show 'prior year' funding as information only as has been done in the past. Per federal regulations MPOs may program up to the apportionment levels for each year of the FTIP. There is approximately a 10% difference between apportionment levels and OA, which allows for flexibility. The FTIP, a three year document, is updated every two years. Provided that the project selection procedures within 23CFR 450.332 are in place, there is sufficient flexibility in the FTIP to manage/move projects within the triennial period without an amendment.

California has about \$3 billion of unobligated funds and about \$366 million OA. Historically, OA is less than apportionments, so apportionments "build up" over time. The State/Region/CTC manage OA so that funding is not lost.

Paul Page clarified that FTA funds DO expire after four years if not in a grant.

Todd Muck commented on the payback of \$50M per year to the regions included in the 2004 STIP Fund Estimate. Abhijit will check with Division of Budgets about the distribution of \$50 M to the Regions. Abhijit informed the group that Local Assistance typically holds OA for regions until June 30. After June 30th, OA is made available on a first-come, first-served basis.

Discussion of when CMAQ/RSTP apportionment online report will be updated. This report, commonly referred to as the "Bost" report, is managed by the Division of Local Assistance. Eric Bost is no longer managing the report and Local Assistance is training new staff for the task.

Follow-up: Cathy Gomes will notify Terri Lewis of the Local Assistance contact person for Terri's area.

9. CMAQ and RSTP estimates:

The above estimates for FYs 2003/04 through 2006/07 have been distributed to MPOs.

Lisa Poe, SANBAG, asked if Section 115 comes “off the top”? Raymond Odunlami, MTC, indicated that, yes, Section 115 comes off the top, but not CMAQ & RSTP. Section 115 is off the top of State funding.

Sue Kiser indicated that traditionally Congress earmarks projects above apportionments, however for FY04 the earmarks will be taken from apportionments, this actually left more funding, \$52 million, to be apportioned to California. There may be a technical amendment.

Open forum:

Sue Kiser provided a Reauthorization update. Both the Senate and House have passed reauthorization bills but there are significant differences. Will go to Conference Committee; however, the House is in recess until April 20th. House bill is in line with President but contains significant (over 3,000) earmarks. The Senate bill funding level is very high but contains fewer earmarks.

Sue also mentioned that FHWA is attempting to capture all federal funds available for programming (as opposed to piece meal by category). Asking Local Assistance to provide information in summary format.

2004 CFPG Meetings:

DATE	LOCATION
May 18, 2004	FHWA
June 29, 2004	MTC

FOLLOW UP ITEMS:

Item	Topic	Who	When
4C	New Start financial planning comments	FTA - Paul Page	May, 18
5	TEA projects: who initiates changes?	CT- Abhijit Bagde	May, 18
6	Distribute draft Federal/State MOU for Administrative Amendments.	FHWA -Sue Kiser	soon
8	Notify MCAG who their contact is for CMAQ/RSTP obligation info (Bost report)	CT- Cathy Gomes	April, 13
8	Get info from Budgets about \$50 million	CT-Abhijit Bagde	May, 18